

**POLICY COMMITTEE MEETING MINUTES  
4016 WEST BROAD STREET  
RICHMOND, VIRGINIA**

**NOVEMBER 16, 2005, 3:30 p.m.**

**PRESENT:** Charles S. Yates, Chairman, Richard E. Railey, Jr., Thomas A. Stroup via telephone, Colonel W. Gerald Massengill, David K. Whitehurst, Virgil E. Kopf, John Moore, Charlie Sledd, Vicki Krisnitski, Lynn Sikora

Chairman Yates called the meeting to order at 3:30 p.m. Gary Martel, staff assistant to the Committee was absent due to illness. David Whitehurst has provided staff support in Mr. Martel's absence.

An internal policy development team prepared recommendations for the Policy Committee's review and the Committee concurred with the proposed framework (copy attached). The framework included policy needs in five areas: overarching policies, policies supporting wildlife diversity, policies referencing recreation, policies referencing safety and education and policies addressing agency administration. All agreed that Board and agency policies will comply with the appropriate authority required to accomplish end goals. Additionally, it will be important for the Policy Committee to evaluate and assess agency and Board policy needs on a continuing basis.

Staff noted that the Board has held policy development workshops in the past, and the concept was suggested as a possible means for future efforts by the Policy Committee. Additionally, all agreed that the Board will have to be knowledgeable on all issues to insure that policies are developed in accordance with Code requirements.

The Committee concurred with the suggestion that overarching policies need to address legislative mandates, the budget, Board governance, staffing and personnel needs in general, the Director and the delegation of authority to the Director, the performance of the Board and the agency, the relationship with the Secretary of Natural Resources, and property acquisition in addition to other topics suggested by the proposed framework. The Policy Committee requested the Department's policy team to develop draft overarching policies for review at a November 28, 2005 Committee meeting. The Committee hopes to present the draft policies to the full Board for review at the November 29, 2005 Board meeting. Additional policies will be developed for review by the Board at the December 16, 2005 meeting. It is the Committee's objective to complete as much work as possible before the December 31, 2005 deadline recommended by the Secretary of Natural Resources in his May 23, 2005 memorandum to the State Internal Auditor, Merritt L. Cogswell.

As there was no further business, the meeting was adjourned by the Chairman at 4:15 p.m.

Respectfully submitted,

Belle Harding  
Board Secretary